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## Educational Policies Committee Minutes, September 4, 2008

Utah State University

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## **EDUCATIONAL POLICIES COMMITTEE MINUTES**

### **4 September 2008**

A meeting of the Educational Policies Committee was held on 4 September 2008 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present: Larry Smith, Chair  
Ed Reeve, Curriculum Subcommittee Chair and Engineering  
Scot Allgood, Academic Standards Subcommittee Chair  
(representing new chair, TBA) and Education  
Richard Mueller, General Education Subcommittee Chair and  
Science  
David Hole, Agriculture  
Kathy Chudoba, Business (representing David Olsen)  
Ed Glatfelter, HASS  
Erin Davis, Libraries  
Bill Strong, Regional Campuses and Distance Education  
(representing Ronda Menlove)  
Adam Fowles, Graduate Student Senate President  
Jeremy Jennings, ASUSU Academic Senate President  
Cathy Gerber, Registrar's Office  
Roland Squire, Registrar's Office

Absent: Grady Brimley, ASUSU President  
Graduate Council representative (TBA)

Visitors: Douglas D Anderson, Dean of the Huntsman School of Business  
Chris Fawson, Huntsman School of Business  
Cliff Skousen, Huntsman School of Business  
Steve Hanks, Huntsman School of Business  
Alan Warnick, Huntsman School of Business

#### **I. Minutes of the 3 April 2008 meeting**

Richard Mueller moved to approve the minutes of the 3 April 2008 meeting. Nancy Mesner seconded; motion carried.

## **II. Subcommittee Reports**

### **A. Curriculum Subcommittee**

Ed Reeve reviewed the Curriculum Subcommittee business.

All courses were approved. An overview of the Curriculum Subcommittee was discussed.

FYI: Course approval forms need syllabus for new courses and when changing prerequisites, list the complete prerequisite for the course. Also, multiple listed courses need signatures from both colleges.

The new R 401 needs to be used, version 12-14-07.

The request from the Computer Science Department to change the undergraduate emphasis of Information Systems to Software Development was approved.

The request from the Jon M. Huntsman School of Business to restructure departments within the school, effective Fall 2008, was approved. This includes dissolving the Department of Business Administration and renaming the Department of Management and Human Resources to the Department of Management.

The EPC Schedule for 2008-2009 was submitted.

Bill Strong moved to approve the business of the Curriculum Subcommittee. Scot Allgood seconded; motion carried.

### **B. Academic Standards Subcommittee**

No report

A new chair will be elected at the 11 September 2008 meeting.

Coding for the Academic Integrity Policy has been sent to Bob Barclay. It will then go to the Academic Standards Subcommittee for final review and submitted to the Faculty Senate Executive.

### **C. General Education Subcommittee**

No report

### **III. Other Business**

Classroom scheduling based on a college's percentage of time was discussed. The Registrar's Office will send out two reports. One report will have the enrollment total of the class versus the classroom capacity and the second report, broken down by college, will have the percentage of classes being taught during each time block on each day. These reports will be sent, for the Fall 2009 semester, to individual schedulers for each department, the designated dean representative for each college, and the Curriculum Subcommittee and EPC members. These reports will also be provided to the Provost Office on request.

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Meeting adjourned at 3:40 p.m.  
Larry Smith conducted the meeting.  
Cathy Gerber recorded the minutes.